

Scope of Work

United States Embassy Kiev Ukraine

Facility Maintenance Section

Scope of Work

(SOW)

CABANA DRAINAGE PIPE RELOCATION

Date: June 2016

Scope of Work

Table of Contents

1.0 General

1.1 Introduction

1.2 Background

1.3 Abbreviations

1.4 Objectives

2.0 SOW for Cabana Drainage pipe relocation

3.0 Requirements and deliverables

4.0 Place of Performance/Hours of Operation

5.0 Security

6.0 Points of Contact

7.0 Attachment

Scope of Work

1.0 General

1.1 Introduction

This Scope of Work (SOW) is for the relocation of an existing storm drainage pipe at single-stage building (Cabana) of the USG Owned Property known as USA Embassy Compound, located at 4, Ihor Sikorsky Street, Kyiv, Ukraine.

The U.S. Embassy in Ukraine has need of qualified and an experienced contractor to execute the job.

1.2 Background

The Cabana iron storm drainage pipe, which has an outlet on the building's side wall, and faces to the walkway, creates uncomfortable and dangerous conditions for people, keeping surface of pavement always wet and icy in a winter time.

1.3 Abbreviations

- 1.3.1 Contracting Officer (CO)
- 1.3.2 Contracting Officer Representative (COR)
- 1.3.3 Contracting Officer Technical Representative (COTR)
- 1.3.4 Personal Protective Equipment (PPE)
- 1.3.5 Service Controlled Access Center (SCAC)

1.4 Objectives

The objective of this contract is to perform all required work that will result in design and reconstruction of storm drainage pipe, which is built-in the interior false wall at Cabana, to the new location. The outlet of newly installed drainage pipe has to be on the back wall of the Cabana building according to the drawings (see [Attachment 1](#)). The old pipe's outlet shall be patched and painted according to the building's wall design. The contractor shall use high quality materials and tools, follow the manufacturer's requirements and manuals to get work properly done. Minimum five (5) years warranty shall be provided by the contractor.

2.0 Scope of work for Cabana drainage pipe relocation

- 2.0.1 Prepare design and schedule for the work to be accomplished in a manner that satisfies the schedule requirement specified under section 1.7 of this SOW. Contact the COR for schedule approval.

Scope of Work

- 2.0.2 Prepare a material list and purchase the materials required to complete the work prior the first day of work depicted on the schedule. Have the materials present at the work location prior to the first work day. Have PPE prepared.
- 2.0.3 Prepare the work area where the work shall be performed by protecting it from the access of unauthorized persons.
- 2.0.4 Contractor shall demolish gyps boards from the wall to the left side when entering to the men's restroom, opposite side to showers.
- 2.0.5 Inspect the opening and identify the way the new storm drainage pipe has to be placed. The drawings, where approximate location for new pipe is shown, provided in [Attachment 1](#).
- 2.0.6 Use appropriate pipe's mounting brackets to be sure the drainage pipe is properly secured to the wall structure.
- 2.0.7 Use diamond drill to make the hole for new pipe outlet. The position of new pipe outlet on the outside back wall shall be around of 300 mm elevation from the gravel/ground level (vertically) and around 500 mm from the wall's edge (horizontally) (see [Attachment 1](#)).
- 2.0.8 Perform the water test to be sure no any signs of leakage are available when the new storm drainage pipe installation is completed.
- 2.0.9 Reinstall the outside structure of existing storm drainage pipe to newly installed pipe location.
- 2.0.10 Construct new gypsum wall at the place where the previous one was removed.
- 2.0.11 Patch and paint the newly constructed wall. The appearance of the wall shall match to the existing interior of wall's paintings.
- 2.0.12 Patch, seal the hole on the outside wall surface remained from the old drainage pipe.
- 2.0.13 Paint the lowest part of side wall. The surface of old pipe location shall matched to the existing outside wall's finish.
- 2.0.14 The handling, mixing and applying of construction materials for the surface caulking and patching shall be performed in a safe manner to achieve the desired results in accordance with the Manufacturer's recommendations.
- 2.0.15 Contractor shall remove any debris daily and dispose of them in accordance with the local laws. The Contractor should protect all existing surfaces and equipment in the area of work. Protection materials should be provided by the contractor.
- 2.0.16 Contractor shall repair or replace at his own cost if anything damaged due to the negligence of the contractor.
- 2.0.17 Contractor shall repair or replace all defective and non-conforming work as directed by the COR.
- 2.0.18 Contractor shall remove all tools, trash, and debris from the roof and contact the COR for final inspection.

3.0 Requirements and Deliverables

Scope of Work

The contractor must submit a list of personnel with ID type and numbers as well as the vehicle plates and models to the contact person (point 6.0) within 24 hours of notice to proceed. Security clearances must be completed on all personnel prior to being granted access to the USA Embassy Compound.

4.0 Place of Performance/Hours of Operation

- 4.1 All work is to be performed on site at the U.S. Government facility known as the USA Embassy Compound in Ukraine.
- 4.2 The USA Embassy in Ukraine is located at 4, Ihor Sikorsky Street, Kyiv, Ukraine.
- 4.3 Contractor personnel will report to the SCAC.
- 4.4 After checking at the front CAC, delivery and service trucks required for work, tools, and material deliveries will check in at the gate.
- 4.5 No contractor vehicles will be left on the premises over night or when work is not in progress.
- 4.6 Working hours will be between 8:30 AM and 5:00 PM.
- 4.7 Exceptions to specified working hours may be granted by COR when submitted within 24 hours in advance.
- 4.8 Contractor shall commence work under this contract promptly, execute the work diligently, and achieve final completion and acceptance including final cleanup of the premises within ten (10) consecutive days.
- 4.9 The Contractor shall start to perform this project as soon as he ready after being awarded and complete all works no later than 15 of October, 2016.

5.0 Security

The work to be performed under this contract requires that the contractor, its employees and sub-contractors submit corporate, financial and personnel information for review by the Embassy. The contractor shall submit this information including service vehicle requirements within 24 hours of the notice to proceed. Security clearances must be completed on all personnel prior to being granted access to the US Embassy Compound and commencement of work.

6.0 Points of Contact

COR- Tommy Heard
COTR – Igor Serpak

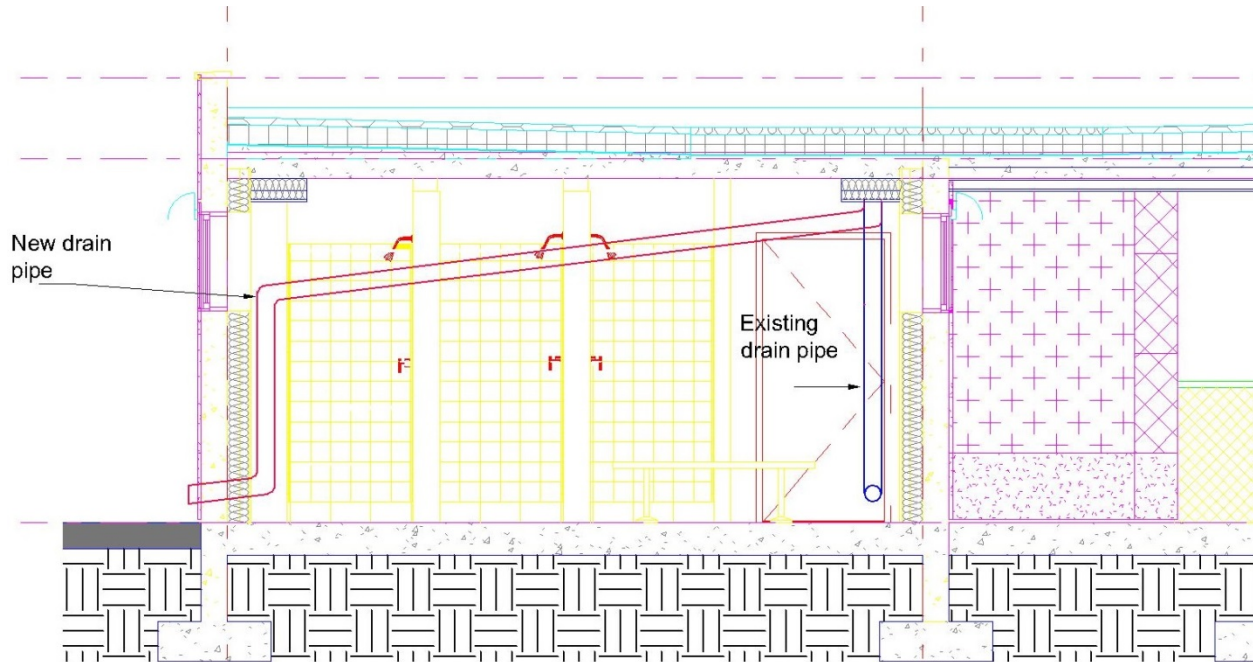
Scope of Work

COTR – Oleg Gryb

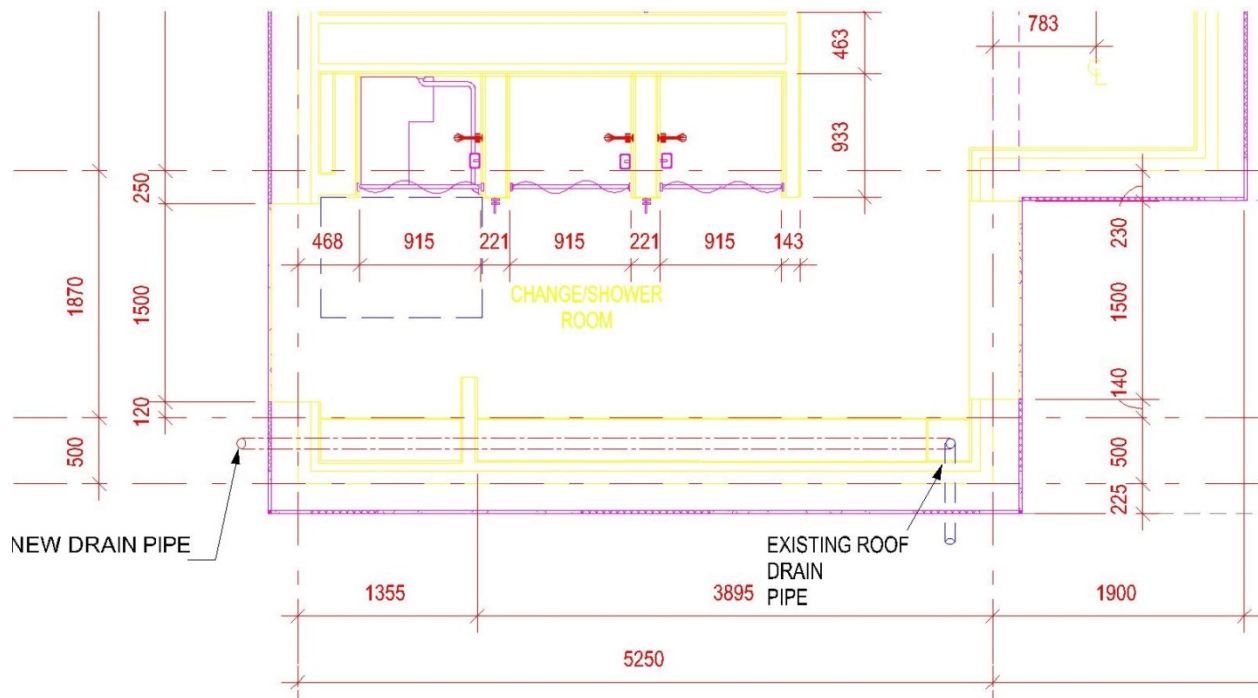
7.0 Attachment

ATTACHMENT 1

There is a side view of existing storm drainage pipe and location of new pipe:



There is a top view of existing storm drainage pipe and new pipe:



Scope of Work

There is a back wall view of new storm drainage pipe outlet:

